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POSITION VACANCY ANNOUNCEMENT
City of Seguin
"An Equal Employment Opportunity Employer"

PROJECT MANAGER –Public Works **# 1445** **07/21/16**

Assists the City Engineer with oversight of all phases of city infrastructure construction projects and other special projects as assigned including streets, utilities, and drainage projects. Manage projects from conceptual stage through final acceptance/certificate of occupancy. Develop construction cost estimates. Negotiate contacts and change orders. Must have knowledge of utilities, streets, drainage, real estate, and construction principles relevant to job duties; basic surveying and civil engineering principles; knowledge of pavement, sewer, storm sewer and sanitary sewer testing requirements and construction methods. Ability to keep projects on schedule and within budget; to recognize project scope creep and project schedule creep and bring projects back into compliance; and to interpret technical, specifications, standards, plans, diagrams and maps; evaluates utility, street and drainage projects; write specifications; interact tactfully with the general public; conduct negotiations; communicate both orally and in writing; establish and maintain effective working relationships with co-workers, citizens, contractors, surveyors, and various professionals; and make judgments regarding appropriate response to difficult questions or situations. Requires a H.S. Diploma or G.E.D.; continuing education in construction principles and/or inspection; and four years of related experience. Bachelor Degree in construction or related field is preferred. Must have a Texas Class "C" Driver's License and good driving record. Must be able to successfully complete pre-employment drug screen. Salary is negotiable dependent upon experience. Applications accepted at City Hall, 205 N. River, Seguin, Texas 78155. Position open until filled.
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